



ACCOUNTS RECEIVABLE INVOICE PROCESSING

Module 5

Clearing Customer Accounts



CUSTOMER PAYMENTS

Customer payments should not be confused with revenue that comes from various other sources. For example, the sale of a Game & Fish license, is a revenue receipt rather than a customer receipt. The purchase of a Game & Fish license is optional and would not require a customer invoice. These types of revenues are recorded and deposited upon receipt.



CUSTOMER PAYMENTS – cont.

Customer payments are receipted into the cash journal.

Automatic clearing happens when the customer number, amount and assignment number all match the receivable record. Therefore, the proper entry of the Assignment field from the customer invoice will facilitate automatic clearing. In addition to the correct entry of the Assignment, the following fields are vital to the correct posting of the customer payment:

- 1) G/L number – which determines the type of revenue and is posted in the text field
- 2) Cost Center – for the fund intended for deposit
- 3) Fund – to match between invoices, credit memos and funds indicated for deposit in the cash journal
- 4) Customer Account number



CLEARING CUSTOMER ACCOUNTS

Customers who are invoiced through AASIS have customer accounts. These accounts show the customer invoices, credit memos and customer payments. These items are open in the customer's account until a match between an invoice and payment or credit memo is made.

Processing customer receipts and deposits correctly in the Cash Journal (another AASIS class) produces automatic clearing. When this data does not match, the payment and invoice remain in an open status in the customer account and must be cleared manually.



CUSTOMER LINE ITEM DISPLAY – FBL5N

This transaction allows you to display customer line items. The ASC recommends that periodic reviews of open items be performed to find items that have not cleared automatically.

Before completing transaction F-32 to clear line item amounts you will need the customer numbers of the accounts that need manual clearing.

Program Edit Goto System Help

Customer Line Item Display

Dynamic selections Shift+F4

Customer account 5000000003 to

Company code ARK to

Selection using search help

Search help ID

Search string

Complex search help

Line item selection

Status

☒ Open items

Open at key date 04/16/2003

☐ Cleared items

Clearing date to

Open at key date

☐ All items

Posting date to

FBL5N sapgas INS

Selections Edit Goto System Help

Customer Line Item Display

Ranges Hide field selection

Customer master

- Industry
- Created on
- Created by
- Group key
- Account group
- Country
- Central delivery block
- Central deletion flag
- City
- P.O. Box
- P.O. Box postal code
- Postal code
- Region
- County code
- City code
- Search term
- Central posting block
- Tax code 1
- Tax code 2

Adopt selected items Delete

City

Postal code

Trading partner

Company code

Accounting clerk

Reconciliation acct

Documents

Special G/L ind.

Assignment

Document number

Posting date

Document date

Currency

Document type

Posting key

Business area 0610

Amt.in loc.cur.

Amount

Payment method

Dunning block

Enter your Business area then save.

FBL5N sapqas INS

Program Edit Goto System Help

SAP

Customer Line Item Display

1 active

Execute F8

Customer account 5000000003 to

Company code ARK to

Selection using search help

Search help ID

Search string

Complex search help

Line item selection

Status

☒ Open items

Open at key date 04/16/2003

☐ Cleared items

Clearing date to

Open at key date

☐ All items

Posting date to

FBL5N sapqas INS

Click.

Customer Line Item Display

Status: ☒ open ☐ Parked ☒ Cleared
 Due date: ☒ Overdue ☐ Due ☐ Not due

Customer: 6000000003
 Company code: ARK
 Name: Olive Payday
 City: QUITMAN

St	Assignment	Doc.no.	Ty	Doc. date	S	DD	Amt in loc.cur.	LCurr	Clrng doc.	Text
<input type="checkbox"/>	<input checked="" type="checkbox"/> 18000005	18000005	DR	05/05/2002		<input checked="" type="checkbox"/>	29.00	USD		
<input type="checkbox"/>	<input checked="" type="checkbox"/> 18000341	18000341	DR	03/29/2002		<input checked="" type="checkbox"/>	5,000.00	USD		
<input type="checkbox"/>	<input checked="" type="checkbox"/> 18000747	18000747	DR	07/03/2002		<input checked="" type="checkbox"/>	8.73	USD		
<input type="checkbox"/>	<input checked="" type="checkbox"/> 18000959	18000959	DR	06/01/2002		<input checked="" type="checkbox"/>	8.00	USD		Agency Accounts Re
*	<input checked="" type="checkbox"/>						5,045.73	USD		
** Account 6000000003							5,045.73	USD		

Customer: *
 Company code: *
 Name: *
 City: *

Prints the window's content

F5 F12 sapqas INS



Document Edit Goto Extras Environment System Help

SAP

Display Document: Line Item 001

Customer: Document overview F9
CoCode: ARK 26 Workman Court
State of Arkansas QUITMAN
G/L acc: 1130001000
Doc. no.: 18000005

Line Item 1 / Invoice / 01
Amount: 29.00 USD
Tax code:

Additional details
Bus. area: 0610
Disc. base: 29.00
Payt terms: NT30
Blinc date: 05/05/2002
Pmnt block:
Payment ref.:
Dunn. block:
Last dunned: 07/17/2002 1
Assignment: 18000005
Disc. amount: 0.00 USD
Days/percent: 30 0.000 % 0 0.000 % 0
Invoice ref.: / / 0
Dunning key:
Dunning area:

FBL5N sapqas INS



Document Edit Goto Settings Extras Environment System Help

SAP

Document Overview

Doc.type : DR (Customer invoice) Normal document

Doc. number	18000005	Company code	ARK	Fiscal year	2002
Doc. date	05/05/2002	Posting date	05/05/2002	Period	11
Doc.currency	USD				
Doc.head.text	Misc. fees				

Itm	PK	Account	Account short text	BA	Fund	Amount	Cost ctr	Text
1	01	600000003	Olive Payday	0610		29.00		
2	50	4031090000	Miscellaneous Fees	0610	HSC6101	29.00-	383201	

FBL5N sapqas INS



CLEAR CUSTOMER – F-32

This transaction is used to manually clear a customer line item.

Before completing this transaction the first time, the following slides show steps to follow and some other settings that may be helpful.

Document Edit Goto Settings System Help

SAP

Clear Customer: Header Data

Process open items

Account Clearing date Period

Company code Currency

Open item selection

☒ Normal OI

Additional selections

- ☒ None
- ☐ Document number
- ☐ Posting date
- ☐ Dunning area
- ☐ Reference
- ☐ Payment order
- ☐ Collective invoice
- ☐ Document type
- ☐ Business area
- ☐ Tax code
- ☐ Branch account
- ☐ Others

F-32 sapqas INS

Enter customer account number and click.

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. **Editing options**

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

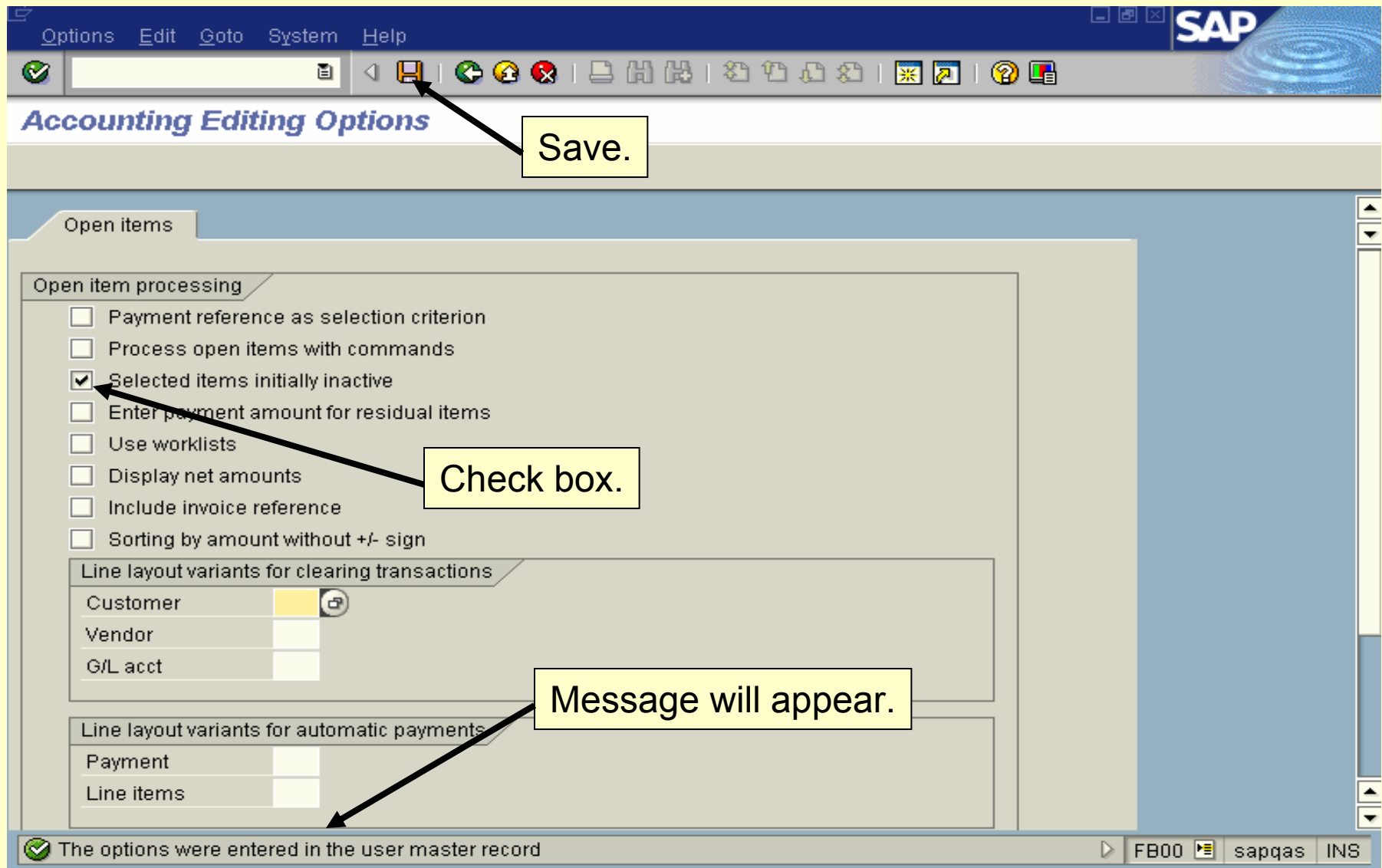
Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash disct	Cash...
600000003	18000005	DR	05/05/2...	01	0610	29.00		
600000003	18000143	DR	06/15/2...	01	0900	49.00		
600000003	18000204	DR	06/16/2...	01	0900	22.95		
600000003	18000267	DR	06/17/2...	01	0710	33.00		
600000003	18000341	DR	03/29/2...	01	0610	5,000.00		

Editing status

Number of items	14	Amount entered	0.00
Display from item	1	Assigned	5,411.76
Reason code		Difference postings	
Display in clearing currency		Not assigned	5,411.76-

14 items were selected

F-32 sapqas INS



The screenshot shows the SAP 'Accounting Editing Options' dialog box. The 'Open items' tab is selected. In the 'Open item processing' section, the checkbox 'Selected items initially inactive' is checked. In the 'Line layout variants for clearing transactions' section, the 'Customer' field is highlighted. In the 'Line layout variants for automatic payments' section, the 'Payment' field is highlighted. A status bar at the bottom indicates 'The options were entered in the user master record'.

Annotations:

- Save.**: Points to the Save icon (floppy disk) in the SAP toolbar.
- Check box.**: Points to the checked checkbox 'Selected items initially inactive'.
- Message will appear.**: Points to the status bar message 'The options were entered in the user master record'.

Accounting Editing Options

Open items

Open item processing

- ☐ Payment reference as selection criterion
- ☐ Process open items with commands
- ☒ Selected items initially inactive
- ☐ Enter payment amount for residual items
- ☐ Use worklists
- ☐ Display net amounts
- ☐ Include invoice reference
- ☐ Sorting by amount without +/- sign

Line layout variants for clearing transactions

Customer	<input checked="" type="checkbox"/>
Vendor	<input type="checkbox"/>
G/L acct	<input type="checkbox"/>

Line layout variants for automatic payments

Payment	<input type="checkbox"/>
Line items	<input type="checkbox"/>

The options were entered in the user master record

FB00 sapqas INS

Document Edit Goto Settings System Help

SAP

Clear Customer: Header Data

Process open items

Account 6000000001 Clearing date 04/30/2003 Period 10
Company code ARK Currency USD

Open item selection

☒ Normal OI Special G/L ind.

Additional selections

☐ None
☐ Document number
☐ Posting date
☐ Dunning area
☐ Reference
☐ Payment order
☐ Collective invoice
☐ Document type
☒ Business area
☐ Tax code
☐ Branch account
☐ Others

F-32 sapqas INS

Document Edit Goto Settings System Help

SAP

Clear Customer: Enter selection criteria

Other selection Other account **Process open items**

Parameters entered

Company code ARK

Account 600000001

Account type D

Special G/L ind. ☒ Standard OIs

Click.

Enter your business area.

Business area

From	To	String	Initial value
0610		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

F-32 sapqas INS

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 6000000001 Larry Leisurely

Document ...	Co...	Account	P..	Bu...	Da...	USD Gross	Cash discnt	Cash...
14000107	ARK	6000000001	15	0610	388	29.00		
18000002	ARK	6000000001	01	0610	323	29.00		
18000017	ARK	6000000001	01	0610	323	29.00		
18000018	ARK	6000000001	01	0610	323	29.00		

Amo... Gross<=>... Currency Items Items Disc. Disc.

Editing status

Number of items	25	Amount entered	0.00
Display from item	1	Assigned	0.00
Reason code		Difference postings	
Display in clearing currency		Not assigned	0.00

F-32 sapqas OVR

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 6000000001 Larry Leisurely

Document ...	Co...	Account	P..	Bu...	Da...	USD Gross	Cash discont	Cash...
14000107	ARK	6000000001	15	0610	388	29.00-		
18000002	ARK	6000000001	01	0610	323	29.00		
18000017	ARK	6000000001	01	0610	323	29.00		
18000018	ARK	6000000001	01	0610	323	29.00		

Editing status

Number of items	25	Amount entered	0.00
Display from item	1	Assigned	0.00
Reason code		Difference postings	
Display in clearing currency		Not assigned	0.00

F-32 sapqas OVR

Click to post.

Document Edit Goto Settings System Help

SAP

Clear Customer: Header Data

Process open items

Account Clearing date 04/23/2003 Period 10

Company code ARK Currency USD

Open item selection

☒ Normal OI Special G/L ind.

Additional selections

- ☒ None
- ☐ Document number
- ☐ Posting date
- ☐ Dunning area
- ☐ Reference
- ☐ Payment order
- ☐ Collective invoice
- ☐ Document type
- ☐ Business area
- ☐ Tax code
- ☐ Branch account
- ☐ Others

Message will appear.

☒ Document 1000293 was posted in company code ARK

F-32 sapqas OVR



CLEAR CUSTOMER – F-32 ABATEMENT

This transaction is also used, after approval has been received from the Director of the Department of Finance and Administration (or other appropriate authority if constitutionally exempt), for abatement of uncollectible accounts receivable.

This example is the process for clearing uncollectible accounts.

Document Edit Goto Settings System Help

SAP

Clear Customer: Header Data

Process open items

Account Clearing date Period

Company code Currency

Open item selection

☒ Normal OI

Additional selections

☐ None
☐ Document number
☐ Posting date
☐ Dunning area
☐ Reference
☐ Payment order
☐ Collective invoice
☐ Document type
☒ Business area
☐ Tax code
☐ Branch account
☐ Others

Enter customer account number and click.

F-32 sapqas INS

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash discont	Cash...
600000003	18000005	DR	05/05/2...	01	0610	29.00		
600000003	18000143	DR	06/15/2...	01	0900	49.00		
600000003	18000204	DR	06/16/2...	01	0900	22.95		
600000003	18000267	DR	06/17/2...	01	0710	33.00		
600000003	18000341	DR	03/29/2...	01	0610	5,000.00		

Editing status

Number of items	14	Amount entered	0.00
Display from item	1	Assigned	0.00
Reason code		Difference postings	
Display in clearing currency		Not assigned	0.00

14 items were selected

F-32 sapqas INS

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash discn
600000003	18000842	DR	07/09/2...	01	0900	57.85	
600000003	18000926	DR	07/05/2...	01	0900	75.00	
600000003	18000959	DR	06/01/2...	01	0610	0.00	
600000003	18001005	DR	07/19/2...	01	0900	86.10	

Line items will change to blue when you double click. The total to be charged off for all line item will be in the Assigned field.

Editing status

Number of items	14	Amount entered	0.00
Display from item	9	Assigned	5,045.73
Reason code		Difference postings	
Display in clearing currency		Not assigned	5,045.73-

F-32 sapqas INS

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash discont	Cash...
600000003	18000842	DR	07/09/2...	01	0900	57.85		
600000003	18000926	DR	07/05/2...	01	0900	75.00		
600000003	18000959	DR	06/01/2...	01	0610	0.00		
600000003	18001005	DR	07/19/2...	01	0900	86.10		

Place cursor in field to charge off and click.

Editing status

Number of items	14	Amount entered	0.00
Display from item	9	Assigned	5,045.73
Reason code		Difference postings	
Display in clearing currency		Not assigned	5,045.73-

F-32 sapqas INS

Clear Customer: Display Overview

Process open items Choose open items Display currency Act assignmt model... Taxes

Document date	04/18/2003	Type	AB	Company code	ARK
Posting date	04/18/2003	Period	10	Currency	USD
Document number	INTERNAL	Fiscal year	2003	Translation dte	04/18/2003
Reference				Cross-CC no.	
Doc.header text				Trading part.BA	

Items in document currency

PK	BusA	Acct	USD	Amount	Tax amnt
D	0.00	C	0.00	0.00	* 0 Line items

Other line item

PstKy	40	Account	5900008000	G/L	Trans.type	New co.code
-------	----	---------	------------	-----	------------	-------------

Press enter after completing fields.

F-32 sapqas INS

Document Edit Goto Extras Settings Environment System Help

Clear Customer: Add G/L account item

Choose open items Process open items More data Act assignmt model...

G/L account 5900008000 Bad Debt Expense
Company code ARK State of Arkansas

Item 1 / Debit entry / 40

Amount 8.00 USD

Cost center 383258 Business area 0610

Fund 1440300

WBS element Personnel no.

Earmarked funds Done TP Fund

Trading part.BA

Value date 04/18/2003

Assignment

Text Long text

Next line item

PstKy Account Sp.G/L Trans.type New co.code

F-32 sapgas INS

Click to process next item.

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash discont	C
6000000003	18000695	DR	07/02/2...	01	0900	3.00		
6000000003	18000747	DR	07/03/2...	01	0610	8.73		
6000000003	18000842	DR	07/09/2...	01	0900	57.85		
6000000003	18000926	DR	07/05/2...	01	0900	75.00		

Process each line item the same – note the amount changes after each line item is processed.

Editing status

Number of items	14	Amount entered	8.00
Display from item	7	Assigned	5,045.73
Reason code		Difference postings	
Display in clearing currency		Not assigned	5,037.73-

F-32 sapqas INS



Document Edit Goto Extras Settings Environment System Help

Process open items Choose open items Display currency Act assignmt model... Taxes

Document date 04/18/2003 Type AB Company code ARK
Posting date 04/18/2003 Period 10 Currency USD
Document number INTERNAL Fiscal year 2003 Translation dte 04/18/2003
Reference Cross-CC no.
Doc.header text Trading part.BA

Items in document currency

PK	BusA	Acct	USD	Amount	Tax amnt
001	40	0610 59000008000	Bad Debt Expense	8.00	

D 8.00 C 0.00 8.00 * 1 Line items

Other line item

PstKy 40 Account 59000008000 G/L Trans.type New co.code

F-32 sapgas INS



Document Edit Goto Extras Settings Environment System Help

Clear Customer: Correct G/L account item

Choose open items Process open items More data Act assignmt model...

G/L account 5900008000 Bad Debt Expense
Company code ARK State of Arkansas

Item 2 / Debit entry / 40

Amount	1.73	USD
Cost center	383201	Business area 0610
Fund	HSC6101	
WBS element		Personnel no.
Earmarked funds		<input type="checkbox"/> Done TP Fund
Trading part.BA		
Value date	04/18/2003	
Assignment		
Text	Long text	

Next line item

PstKy	Account	Sp.G/L	Trans.type	New co.code
-------	---------	--------	------------	-------------

F-32 sapqas INS

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash disct	Cash...
600000003	18000341	DR	03/29/2...	01	0610	5,000.00		
600000003	18000624	DR	06/01/2...	01	0900	39.13		
600000003	18000695	DR	07/02/2...	01	0900	3.00		
600000003	18000747	DR	07/03/2...	01	0610	8.73		

Amo... Gross<=>... Currency Items Items Disc. Disc.

Editing status

Number of items	14	Amount entered	16.73
Display from item	5	Assigned	5,045.73
Reason code		Difference postings	
Display in clearing currency		Not assigned	5,029.00-

F-32 sapqas INS



Document Edit Goto Extras Settings Environment System Help

Clear Customer: Correct G/L account item

Choose open items Process open items More data Act assignmt model...

G/L account 5900008000 Bad Debt Expense
Company code ARK State of Arkansas

Item 3 / Debit entry / 40

Amount	5,000.00	USD
Cost center	383258	Business area 0610
Fund	1440300	
WBS element		Personnel no.
Earmarked funds		<input type="checkbox"/> Done TP Fund
Trading part.BA		
Value date	04/18/2003	
Assignment		
Text	Long text	

Next line item

PstKy	Account	Sp.G/L	Trans.type	New co.code
-------	---------	--------	------------	-------------

F-32 sapqas INS

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash disct	Cash...
600000003	18000005	DR	05/05/2...	01	0610	29.00		
600000003	18000143	DR	06/15/2...	01	0900	49.00		
600000003	18000204	DR	06/16/2...	01	0900	22.95		
600000003	18000267	DR	06/17/2...	01	0710	33.00		

Amo... Gross<=>... Currency Items Items Disc. Disc.

Editing status

Number of items	14	Amount entered	5,016.73
Display from item	1	Assigned	5,045.73
Reason code		Difference postings	
Display in clearing currency		Not assigned	29.00-

F-32 sapqas INS



Document Edit Goto Extras Settings Environment System Help

SAP

Clear Customer: Display Overview

Process open items Choose open items Display currency Act assignmt model... Taxes

Document date	04/18/2003	Type	AB	Company code	ARK
Posting date	04/18/2003	Period	10	Currency	USD
Document number	INTERNAL	Fiscal year	2003	Translation dte	04/18/2003
Reference				Cross-CC no.	
Doc.header text				Trading part.BA	

Items in document currency

PK	BusA	Acct	USD	Amount	Tax amnt
001	40	0610 5900008000	Bad Debt Expense	8.00	
002	40	0610 5900008000	Bad Debt Expense	8.73	
003	40	0610 5900008000	Bad Debt Expense	5,000.00	

D 5,016.73 C 0.00 5,016.73 * 3 Line items

Other line item

PstKy	40	Account	5900008000	G/L	Trans.type	New co.code
-------	----	---------	------------	-----	------------	-------------

F-32 sapqas INS

Document Edit Goto Extras Settings Environment System Help

Clear Customer: Correct G/L account item

Choose open items Process open items More data Act assignmt model...

G/L account 5900008000 Bad Debt Expense
Company code ARK State of Arkansas

Item 4 / Debit entry / 40

Amount 29.00 USD
Cost center 383201 Business area 0610
Fund HSC6101
WBS element Personnel no.
Earmarked funds ☐ Done TP Fund
Trading part.BA
Value date 04/18/2003
Assignment
Text Long text

Next line item

PstKy Account Sp.G/L Trans.type New co.code

F-32 sapqas INS

Document Edit Goto Settings Environment System Help

Clear Customer: Process open items

Distribute diff. Charge off diff. Editing options

Standard Partial pmt Res.items Withhldg tax

Account items 600000003 Olive Payday

Account	Document ...	D..	Docume...	P..	Bu...	USD Gross	Cash discont	Cash...
600000003	18000005	DR	05/05/2...	01	0610	29.00		
600000003	18000143	DR	06/15/2...	01	0900	49.00		
600000003	18000204	DR	06/16/2...	01	0900	22.95		
600000003	18000267	DR	06/17/2...	01	0710	33.00		

Editing status

Number of items	14	Amount entered	5,045.73
Display from item	1	Assigned	5,045.73
Reason code		Difference postings	
Display in clearing currency		Not assigned	0.00

F-32 sapqas INS

Click to post.

Document Edit Goto Settings System Help

SAP

Clear Customer: Header Data

Process open items

Account Clearing date 04/18/2003 Period 10

Company code ARK Currency USD

Open item selection

☒ Normal OI Special G/L ind.

Additional selections

- ☒ None
- ☐ Document number
- ☐ Posting date
- ☐ Dunning area
- ☐ Reference
- ☐ Payment order
- ☐ Collective invoice
- ☐ Document type
- ☐ Business area
- ☐ Tax code
- ☐ Branch account
- ☐ Others

Document number will appear.

Document 1000292 was posted in company code ARK

F-32 sapqas INS



ABATEMENT REPORTS

The following transactions allow you to view (or print) a list of abated accounts:

ZFIN – GL Report with Customer Data

GD20 – FI-SL Line Items (this report will display GL postings but will not display the customer information)

Program Edit Goto System Help

GL REPORT WITH CUSTOMER DATA

GL REPORT WITH CUSTOMER DATA

Account number	5900008000	to		
Posting Date	07/01/2002	to	06/30/2003	
Business Area	0610	to		

Execute.

ZFIN sapqas INS



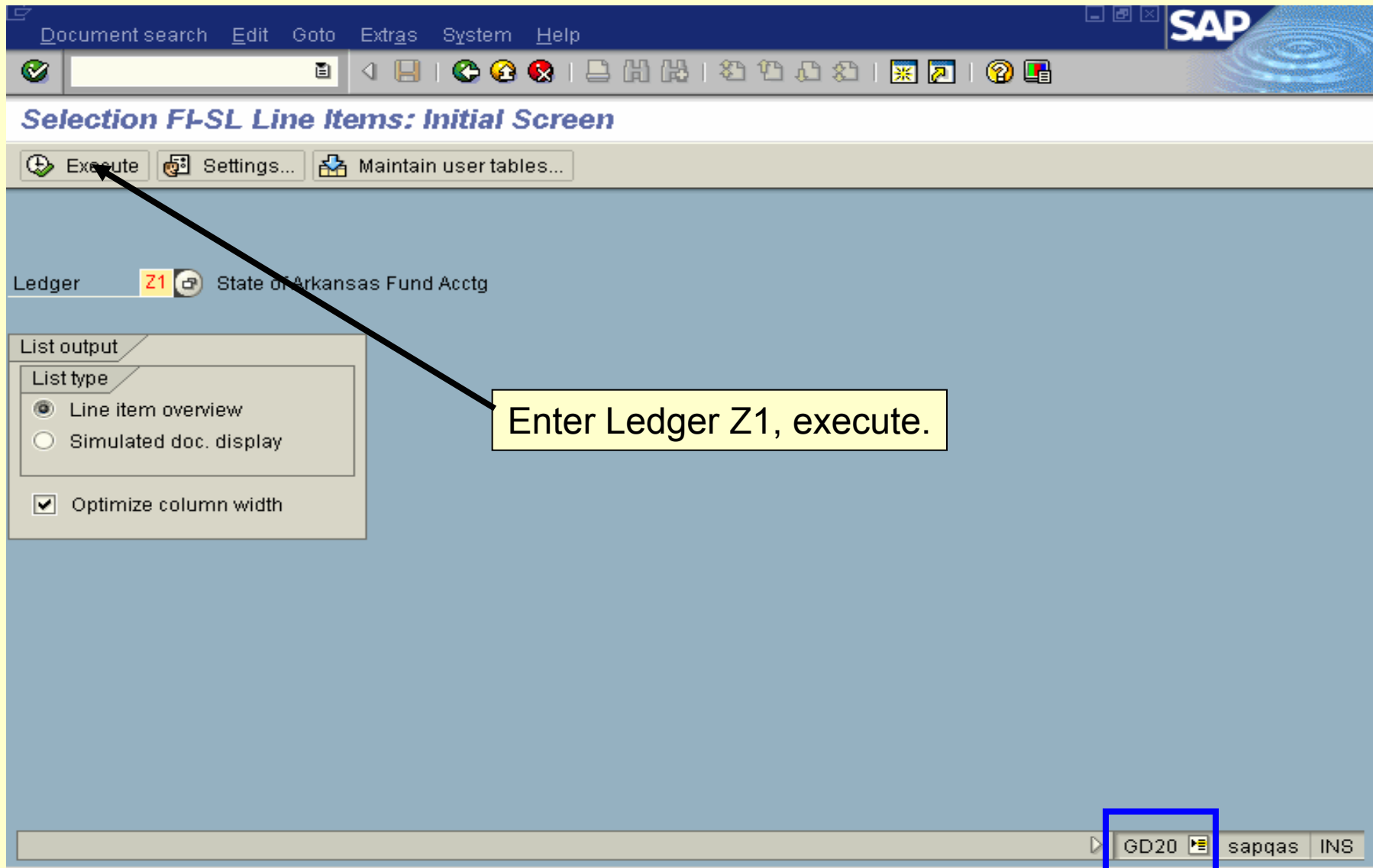
SAP

GL Report With Customer Data

GL Report With Customer Data

ACCOUNT	BUS AREA	FUND	CUSTOMER NUMBER	CUSTOMER NAME	USER NAME	DOC NUMBER	POSTING DATE	ENTRY DATE	AMOUNT	DOC TYPE	TEXT	ASSIGNME
5900008000	0610	1440300	600000003	Olive Payday	DCBOLANOS	1000292	04/18/2003	04/18/2003	8.00	AB		20030418
				Olive Payday	DCBOLANOS	1000292	04/18/2003	04/18/2003	5,000.00	AB		20030418
		HSC6101		Olive Payday	DCBOLANOS	1000292	04/18/2003	04/18/2003	8.73	AB		20030418
				Olive Payday	DCBOLANOS	1000292	04/18/2003	04/18/2003	29.00	AB		20030418
									5,045.73			

ZFIN sapqas INS



The screenshot shows the SAP Selection FL-SL Line Items: Initial Screen. The title bar includes 'Document search', 'Edit', 'Goto', 'Extras', 'System', and 'Help'. The SAP logo is in the top right corner. Below the title bar is a toolbar with various icons. The main area is titled 'Selection FL-SL Line Items: Initial Screen'. Below this title is a toolbar with 'Execute', 'Settings...', and 'Maintain user tables...'. The 'Execute' button is highlighted with a black arrow pointing to it from a yellow box containing the text 'Enter Ledger Z1, execute.'. Below the toolbar, the 'Ledger' field is set to 'Z1' and the 'State of Arkansas Fund Acctg' is selected. On the left side, there is a 'List output' panel with a 'List type' section containing two radio buttons: 'Line item overview' (selected) and 'Simulated doc. display'. Below this is a checkbox for 'Optimize column width' which is checked. At the bottom right, the 'GD20' field is highlighted with a blue box, and the 'sapqas' and 'INS' fields are visible next to it.

Document search Edit Goto Extras System Help

SAP

Selection FL-SL Line Items: Initial Screen

Execute Settings... Maintain user tables...

Ledger Z1 State of Arkansas Fund Acctg

List output

List type

☒ Line item overview

☐ Simulated doc. display

☒ Optimize column width

Enter Ledger Z1, execute.

GD20 sapqas INS

Program Edit Goto System Help

SAP

Select Line Item: Selection Ledger Z1

Record type 0 to

Version to

Fiscal year 2003 to

Company code ARK to

Account number 590008000 to

Business area 0610 to

Functional area to

Cost center to

Fund to

Order to

WBS element to

Stat. key figure to

Funds center to

Fund type to

Commitment item to

Logical system to

Partner co.code to

Partner acct number to

Send. bus. area to

Sender cost center to

After data is entered scroll down.

GD20 sapqas INS

Program Edit Goto System Help

SAP

Select Line Item: Selection Ledger Z1

Execute.

Order		to		
WBS element		to		
Stat. key figure		to		
Funds center		to		
Fund type		to		
Commitment item		to		
Logical system		to		
Partner co.code		to		
Partner acct number		to		
Send. bus. area		to		
Sender cost center		to		
Partner func. area		to		
Fund		to		
Order		to		
WBS element		to		
Stat. key figure		to		
Transaction currency		to		
Base unit of measure		to		
Debit/credit ind.		to		
Posting period	10	to		

GD20 sapqas INS

List Edit Goto Settings System Help

SAP

Display of selected line items

Choose Save

Ld	R	Ver	Year	CoCd	Account	Crcy	Period	Doc.no.	LnItm	Trans.cur.	Co.cd.curr	Curr2	RefDocumnt	Entry date
Z1	0	1	2003	ARK	59000008000	USD	10	1000005900	000001	8.00	8.00	USD	1000292	04/18/2003
Z1	0	1	2003	ARK	59000008000	USD	10	1000005900	000003	5,000.00	5,000.00	USD	1000292	04/18/2003
Z1	0	1	2003	ARK	59000008000	USD	10	1000005900	000002	8.73	8.73	USD	1000292	04/18/2003
Z1	0	1	2003	ARK	59000008000	USD	10	1000005900	000004	29.00	29.00	USD	1000292	04/18/2003
*						USD				5,045.73	5,045.73	USD		

Individual amounts charged to “Bad Debt Expense” will be displayed.

GD20 sapqas INS